

INSTRUCTIONS:

AMERICORPS*TCCC

AmeriCorps*TCCC is a residential national service program for young adults, modeled after the military and the Civilian Conservation Corps of the 1930's. Program participants are based at one of three AmeriCorps*TCCC campuses, from which they travel to all 50 states and U.S. territories to perform community service. Working in teams of 8-13 members, and supervised by an experienced team leader, AmeriCorps*TCCC members conduct service projects that help meet needs in education and other areas, protect the environment, promote public safety, and respond to natural disasters.

AMERICORPS*TCCC SERVICE PROJECTS

Service projects are the primary means by which AmeriCorps*TCCC accomplishes its mission "to get things done" in communities throughout the United States. Selected projects must meet the following criteria:

- address compelling community needs;
- have clearly stated and well-planned tasks and objectives;
- have demonstrable, measurable goals;
- use all team members effectively throughout the project;
- provide opportunities for member growth and development;
- involve the community throughout the project; and
- have a plan for sustainability after AmeriCorps*TCCC members have completed their service.

Projects are normally six to eight weeks in duration, but project duration varies depending on the nature of the project. Projects must be capable of effectively using at least one full team. AmeriCorps*TCCC provides its members with transportation and some basic tools. Project sponsors are required to provide materials, specialized tools, orientation, training, and technical supervision. AmeriCorps*TCCC deploys teams to projects in the most cost-effective and logistically feasible manner. When teams must be based off-campus (called "spikes"), the project sponsor works to help arrange housing, food, and other logistical matters.

SERVICE PROJECT SPONSORS

Project sponsors are usually local organizations that are addressing an important need within their community, but find they have insufficient resources to solve the problem fully. Sponsors include neighborhood and community-based organizations; nonprofits; schools; city, town, county, state, and federal agencies; and Native American Tribal Councils. For organizations considering AmeriCorps*TCCC assistance in their efforts, the first step in becoming a project sponsor is to submit an AmeriCorps*TCCC Service Project Application to the appropriate campus.

APPLICATION INSTRUCTIONS

The Service Project Application is the means by which AmeriCorps*TCCC receives information about a proposed service project. The information is used to evaluate the proposal for approval and selection. The application is a relatively brief document, but each item is vital in assessing the merits of a proposed project, and it is important that each question be answered as fully as possible. If a particular question is not relevant to the project, please write "Does Not Apply" for that question. Applications may be submitted via e-mail on MSWORD or on PC-compatible 3.5-inch disks. Project applications will be retained by AmeriCorps*TCCC for seven years.

CONTACTING AMERICORPS*TCCC

Project Manager
AmeriCorps*Tribal Civilian Community Corps
Post office Box 606
Hoopa, California 95546
(530) 625-5223

For AmeriCorps ★ TCCC use only:

Project No: _____ Project Title: _____

Issue area: _____ Spike: _____ No. Planned Teams: _____ Rotational: _____

AmeriCorps Tribal Civilian Community Corps Service Project Application Part 1 of 2

INSTRUCTIONS

The information requested by this application will be used to evaluate your proposal for approval and selection. Please be as comprehensive as possible in describing your proposed project. Return this form as the initial pages of your proposal.

Sponsoring Agency/Organization: _____

Sponsor Representative: _____ Position/Title: _____

Mailing Address: _____ City: _____ State: _____ Zip code: _____

Office Telephone: _____ Fax: _____ E-mail: _____

Project Site Supervisor: _____ Position/Title: _____

How many weeks will it take a team of 10-12 corps members working full-time to complete this project? _____

Proposed Beginning and End Dates: _____ Are these dates Fixed _____, Flexible _____

This section assists AmeriCorps*TCCC in the identification of possible collaboration efforts with other AmeriCorps programs, verification of the community based/non-profit status of the sponsoring organization, and confirmation, and confirmation that there are no other resources reasonably available to perform the work described in the Project Application.

- 1) Is your organization currently funded wholly or in part by the Corporation for National and Community Service? Yes _____ No _____

* If yes, is this proposed project for TCCC work funded by an AmeriCorps Grant? Yes _____ No _____

* If you answered yes to either of the above questions, please provide detailed information concerning the funding source and utilization of those funds.

- 2) Please check the appropriate description of your organization:
- _____ a community-based non-profit organization;
 - _____ a school;
 - _____ a local, _____ state, _____ or federal government agency;
 - _____ a Native American Tribal Council;
 - _____ or other organization. (please explain). Attach confirmation of non-profit status.
- 3) Could the proposed project be accomplished with contracted labor? Yes _____ No _____
- If yes, does your organization currently have the resources to pay for contracted labor? Yes _____ No _____
- 4) Will the proposed service replace any of your organization's current or projected staff? Yes _____ No _____

Project Site:

a) Site address (include zip code) _____

c) Estimated distance from the AmeriCorps*TCCC campus to the project site:

e) Is this an urban____, suburban____, rural____, or wilderness____ area?

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Thank you for taking the time to fill out this application. If you have any questions please call Julia Dean, Project Manager (530) 625-5223 x23.